

# NOTICE ASSIGNMENT CONTROL SHEET

LOG CONTROL NUMBER: 130 ANALYST  
ASSIGNED: WASHINGTON

ACTION: AN

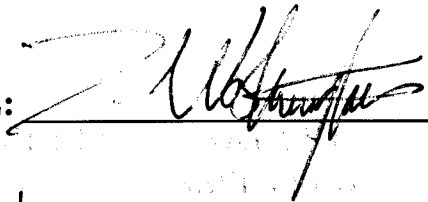
TITLE: TRAINING AND ADVISORY SERVICES PROGRAM –  
EQUITY ASSISTANCE CENTERS

RECEIVED: 4/15/2008

DATE ASSIGNED: 4/15/2008

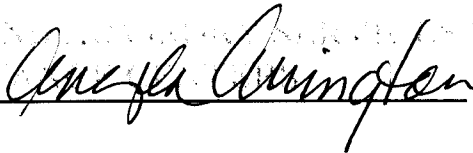
DATE DUE: 4/18/2008

ANALYST SIGNATURE:



COMPLETION DATE: 4.18.2008

FINAL APPROVAL:



DATE:

4-18-08

OMB NO:

1824-0006

REG PART:

## Washington, Tomakie

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**From:** Washington, Tomakie  
**Sent:** Friday, April 18, 2008 2:47 PM  
**To:** Hoosier-Nickerson, Debra  
**Cc:** Rudolph, Kim  
**Subject:** OESE NIA Equity Assistance Centers

Good Afternoon Debra-

- 1894-0006 Training and Advisory Services Program-Equity Assistance Centers (formerly the Desegregation Assistance Centers) is approved.

Enjoy your weekend-

**Thanks!**

**Tomakie Washington**

Information Collection Compliance Analyst  
Department of Education-Office of Management-RIMS  
Information Collection Compliance Division  
400 Maryland Avenue, SW-LBJ RM 2W103  
Washington, DC 20202-4537  
202.401.1097  
Fax: 202.401.0920

Equity

## Rudolph, Kim

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**From:** Hoosier-Nickerson, Debra

**Sent:** Monday, April 14, 2008 11:34 AM

**To:** Scott, Robert; Keeling, Alycyn; Dean, Andrew; Tada, Wendy; Woodsome, James; Campbell, Ellen; Wade, Maria; Jung, Britt; Cubarrubia, Archie; Langford, Lindsey; Rosenfelt, Phil; McFadden, Elizabeth; Freid, Steve; Higgins, Shannan; McGrath, Jack; Dorfman, Cynthia; Knight, Pat; Monblatt, Bruce; Rudolph, Kim; Arrington, Angela; Hyler, James; Mullan, Kate; Holloway, Michael; Howard, Khriss; Bayer, Christopher; Boucher, Richard

**Cc:** Kole, Adina; Laster, Nettie; Esters, Lorenzo; Beetle, Naty; Ndjungu, Yifwanda (Contractor); Brown, Sandra

**Subject:** OESE NIA Equity Assistance Centers

All,

Attached is the OESE NIA for Training and Advisory Services Program - Equity Assistance Centers (EAC). Please review and provide any comments and/or concurrences to Debra Hoosier-Nickerson via email or in room 6E251 no later than noon Friday, April 18, 2008. Thank you.

4/15/2008

**REGULATIONS CLEARANCE SHEET  
OFFICE OF THE GENERAL COUNSEL  
DIVISION OF REGULATORY SERVICES (DRS)**

DRAFT NO.: 1

DATE: April 14, 2008

Please review the attached document, check the appropriate box below, sign, and return with your comments, if any, to Room. 6E251 or e-mail your response and any comments to Debra Hoosier-Nickerson. Your response is due by noon Friday, April 18, 2008.

**Office of the Secretary**

[X] Ex. Sec., Robert Scott  
[X] Alycyn Keeling, 7W223

**Office of the Deputy Secretary**

[X] Andrew Dean  
cc: Wendy Tada

**Office of Planning, Evaluation & Policy Development**

[X] James Woodsome, 5E325  
[X] Ellen Campbell  
[X] Budget Service (Maria Wade)  
cc: Britt Jung

**Office of the Under Secretary**

[X] Archie Cubarrubia, 7E319  
[X] Lindsey Langford

**Office of the General Counsel**

Deputy General Counsels, Rm. 6E300  
[X] P. Rosenfelt, 6E337  
[ ] J. Taylor, E339

**Assistant General Counsels**

[X] E. McFadden, 6E217  
[X] S. Freid, 6E326  
[ ] H. Jenkins, 6E203  
[ ] S. Craig, 6E304

**Deputy Assistant General Counsel**

[X] S. Higgins, 6C135

**Program Attorney**

[X] Adina Kole

**Legislation & Congressional Affairs**

[X] Jack McGrath, 6W332

**Office of Communications and Outreach**

[X] Intergovernmental Affairs  
Cynthia Dorfman, 5E310

**Innovation and Improvement**

[X] Pat Knight, 4W207  
cc: Nettie Laster

**Elementary and Secondary Education**

[X] Lorenzo Esters, 3W332  
cc: Joseph Conaty

**Office of Management**

[X] Bruce Monblatt  
cc: Naty Beetle  
[X] Kim Rudolph, 9152 PCP  
cc: Yifwanda Ndjungu  
cc: Angela Arrington  
cc: James Hyler  
cc: Kate Mullan  
[ ] Dianne Novick, RIMS (Send only SORs)

**Chief Financial Officer & Chief Information Officer**

[X] Michael Holloway, 4E231  
[X] Khriis Howard, 4E320

**Faith-based and Community Initiative**

[X] Christopher Bayer  
[X] Richard Boucher

**Program Contact: Sandra Brown**

**CHECK ONE**

☒ Approved ☐ Approved subject to minor changes ☐ Not approved—see comments

**TYPE AND TITLE OF DOCUMENT:** OESE Notice Inviting Applications for Training and

Advisory Services Program - Equity Assistance Centers (EAC)

SIGNATURE: 

DATE: 4.18.2008

4000-01-U

DEPARTMENT OF EDUCATION

Office of Elementary and Secondary Education

Overview Information

Training and Advisory Services Program - Equity Assistance

Centers(formerly the Desegregation Assistance Centers)

Notice inviting applications for new awards for fiscal year  
(FY) 2008.

Catalog of Federal Domestic Assistance (CFDA) Number:

84.004D.

Dates:

Applications Available: April 23, 2008.

Deadline for Transmittal of Applications: June 25, 2008.

Deadline for Intergovernmental Review: August 25, 2008.

Full Text of Announcement

I. Funding Opportunity Description

Purpose of Program: The Training and Advisory Services Program is authorized under Title IV of the Civil Rights Act of 1964, 42 USC 2000c - 2000c-2, 2000c-5, and regulations at 34 CFR Parts 270 and 272. This program awards grants through cooperative agreements to operate ten regional equity assistance centers to enable them to provide technical assistance and training, at the request of school boards and other responsible governmental

agencies, on the preparation, adoption, and implementation of plans for the desegregation of public schools -- which in this context means plans for equity (including desegregation based on race, sex and national origin), and in the development of effective methods of coping with special educational problems occasioned by desegregation.

Invitational Priorities: This competition includes four invitational priorities. For FY 2008, these priorities are invitational priorities. Under 34 CFR 75.105(c)(1) we do not give an application that meets these invitational priorities a competitive or absolute preference over other applications.

The invitational priorities are:

Invitational Priority One:

The Secretary is interested in projects that make available to school boards and other responsible governmental agencies technical assistance activities that advise or assist in addressing the disproportionality or over-representation of minorities in special education and/or the under-representation of minorities in gifted and talented programs, by disseminating technical assistance products, services, training, and other informational resources.

Invitational Priority Two:

The Secretary is interested in projects that will disseminate innovative resource materials, services, and training to school boards and other responsible governmental agencies that address successful strategies to provide all limited English proficient (LEP) students with equitable access to a high-quality education.

Invitational Priority Three:

The Secretary is interested in projects that will support equity in education by ensuring equal access to well-qualified teachers for all students -- including students who are economically disadvantaged or racial and ethnic minorities -- by identifying and disseminating information, effective strategies, training and/or resources to school boards and other responsible governmental agencies.

Invitational Priority Four:

The Secretary is interested in projects that will disseminate innovative resource materials, effective strategies, and technical assistance services such as training to school boards and other responsible governmental agencies that promote equity by addressing the special needs of high-risk students including racial and ethnic minorities, including effective approaches to school dropout prevention and reentry programs.

Program Authority: 42 U.S.C. 2000c-2000c-2, 2000c-5,  
unless otherwise noted.

Applicable Regulations: (a) The Education Department  
General Administrative Regulations (EDGAR) in 34 CFR parts  
74, 75, 77, 79, 80, 81, 82, 84, 85, 86, 97, 98, and 99;  
except that 34 CFR Part 75.232 does not apply to grants  
under 34 CFR Part 272; and (b) The regulations for this  
program in 34 CFR Parts 270 and 272.

Note: The regulations in 34 CFR parts 86 apply to  
institutions of higher education only.

## II. Award Information

Type of Award: Discretionary Grants (Cooperative  
Agreement).

Estimated Available Funds: \$6,970,736.

Estimated Range of Awards: \$500,000 - \$800,000 per year.

Estimated Average Size of Awards: \$697,000 per year.

Maximum Award: We will reject any application that  
proposes a budget exceeding \$800,000 for a single budget  
period of 12 months. The Assistant Secretary for  
Elementary and Secondary Education may change the maximum  
amount through a notice published in the Federal Register.

Estimated Number of Awards: 10.

Note: The Department is not bound by any estimates in this  
notice.



Project Period: Up to 36 months.

### III. Eligibility Information

1. Eligible Applicants: a) A Public Agency (other than a State educational agency or a school board) or a private, non-profit organization.

2. Cost Sharing or Matching: This program does not require cost sharing or matching.

3. Other: (Definitions): The definitions are found in the authorizing statute at 42 U.S.C. 2000c and 34 CFR Parts 77, 270, and 272, and will be included in the application package.

4. Geographical Regions: Ten regional Equity Assistance Centers will be funded under this grant competition in accordance with 34 CFR 272.12. The proposals will be read according to the region they represent, and one award will be made in each region, to the highest scoring proposal from that region.

The geographic regions served by the EACs are:

Region I: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont.

Region II: New York, New Jersey, Puerto Rico, Virgin Islands.

Region III: Delaware, District of Columbia, Maryland, Pennsylvania, Virginia, West Virginia.

Region IV: Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee.

Region V: Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin.

Region VI: Arkansas, Louisiana, New Mexico, Oklahoma, Texas.

Region VII: Iowa, Kansas, Missouri, Nebraska.

Region VIII: Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming.

Region IX: Arizona, California, Nevada.

Region X: Alaska, American Samoa, Guam, Hawaii, Idaho, Northern Mariana Islands, Oregon, Trust Territory of the Pacific Islands, Washington.

#### IV. Application and Submission Information

##### 1. Address to Request Application Package:

Education Publications Center (ED Pubs), P.O. Box 1398, Jessup, MD 20794-1398. Telephone, toll free: 1-877-433-7827. FAX: (301) 470-1244. If you use a telecommunications device for the deaf (TDD), call, toll free: 1-877-576-7734.

You can contact ED Pubs at its Web site, also:  
www.ed.gov/pubs/edpubs.html or at its e-mail address:  
edpubs@inet.ed.gov

If you request an application package from ED Pubs, be sure to identify this program or competition as follows:  
CFDA number 84.004D.

Individuals with disabilities can obtain a copy of the application package in an alternative format (e.g., Braille, large print, audiotape, or computer diskette) by contacting the person or team listed under Alternative Format in section VIII of this notice.

2. Content and Form of Application Submission:

Requirements concerning the content of an application, together with the forms you must submit, are in the application package for this program.

Page Limit: The application narrative (Part III of the application) is where you, the applicant, address the selection criteria that reviewers use to evaluate your application. You must limit the application narrative [Part III] to the equivalent of no more than 50 pages, using the following standards:

- A "page" is 8.5" x 11", on one side only, with 1" margins at the top, bottom, and both sides.

- Double space (no more than three lines per vertical inch) all text in the application narrative, including titles, headings, footnotes, quotations, references, and captions, as well as all text in charts, tables, figures, and graphs.

- Use a font that is either 12 point or larger or no smaller than 10 pitch (characters per inch).

- Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial. An application submitted in any other font (including Times Roman or Arial Narrow) will not be accepted.

The page limit does not apply to Part I, the cover sheet; Part II, the budget section, including the narrative budget justification; Part IV, the assurances and certifications; or the one-page abstract, the resumes, the bibliography, or the letters of support. However, the page limit does apply to all of the application narrative section [Part III].

Our reviewers will not read any pages of your application that exceed the page limit.

### 3. Submission Dates and Times:

Applications Available: April 23, 2008.

Deadline for Transmittal of Applications: June 25, 2008.

Applications for grants under this program must be submitted electronically using the Grants.gov Apply site (Grants.gov). For information (including dates and times) about how to submit your application electronically, or in paper format by mail or hand delivery if you qualify for an exception to the electronic submission requirement, please refer to section IV. 6. Other Submission Requirements in this notice.

We do not consider an application that does not comply with the deadline requirements.

Individuals with disabilities who need an accommodation or auxiliary aid in connection with the application process should contact the person listed under For Further Information Contact in section VII in this notice. If the Department provides an accommodation or auxiliary aid to an individual with a disability in connection with the application process, the individual's application remains subject to all other requirements and limitations in this notice.

Deadline for Intergovernmental Review: August 25, 2008

4. Intergovernmental Review: This program is subject to Executive Order 12372 and the regulations in 34 CFR part 79. Information about Intergovernmental Review of Federal

Programs under Executive Order 12372 is in the application package for this program.

5. Funding Restrictions: We reference regulations outlining funding restrictions in the Applicable Regulations section in this notice.

6. Other Submission Requirements:

Applications for grants under this program must be submitted electronically unless you qualify for an exception to this requirement in accordance with the instructions in this section.

a. Electronic Submission of Applications.

Applications for grants under the Training and Advisory Services Program, CFDA Number 84.004D, must be submitted electronically using the Governmentwide Grants.gov Apply site at <http://www.Grants.gov> Through this site, you will be able to download a copy of the application package, complete it offline, and then upload and submit your application. You may not e-mail an electronic copy of a grant application to us.

We will reject your application if you submit it in paper format unless, as described elsewhere in this section, you qualify for one of the exceptions to the electronic submission requirement and submit, no later than two weeks before the application deadline date, a written

statement to the Department that you qualify for one of these exceptions. Further information regarding calculation of the date that is two weeks before the application deadline date is provided later in this section under Exception to Electronic Submission Requirement.

You may access the electronic grant application for the Training and Advisory Services Program at <http://www.Grants.gov>. You must search for the downloadable application package for this program by the CFDA number. Do not include the CFDA number's alpha suffix in your search (e.g., search for 84.326, not 84.326A).

Please note the following:

- When you enter the Grants.gov site, you will find information about submitting an application electronically through the site, as well as the hours of operation.
- Applications received by Grants.gov are date and time stamped. Your application must be fully uploaded and submitted and must be date and time stamped by the Grants.gov system no later than 4:30:00 p.m., Washington, DC time, on the application deadline date. Except as otherwise noted in this section, we will not consider your application if it is date and time stamped by the Grants.gov system later than 4:30:00 p.m., Washington, DC time, on the application deadline date. When we retrieve

your application from Grants.gov, we will notify you if we are rejecting your application because it was date and time stamped by the Grants.gov system after 4:30:00 p.m., Washington, DC time, on the application deadline date.

- The amount of time it can take to upload an application will vary depending on a variety of factors, including the size of the application and the speed of your Internet connection. Therefore, we strongly recommend that you do not wait until the application deadline date to begin the submission process through Grants.gov.

- You should review and follow the Education Submission Procedures for submitting an application through Grants.gov that are included in the application package for this program [competition] to ensure that you submit your application in a timely manner to the Grants.gov system. You can also find the Education Submission Procedures pertaining to Grants.gov at <http://e-Grants.ed.gov/help/GrantsgovSubmissionProcedures.pdf>

- To submit your application via Grants.gov, you must complete all steps in the Grants.gov registration process (see [http://www.grants.gov/applicants/get\\_registered.jsp](http://www.grants.gov/applicants/get_registered.jsp)). These steps include (1) registering your organization, a multi-part process that includes registration with the Central Contractor Registry (CCR); (2) registering yourself



as an Authorized Organization Representative (AOR); and (3) getting authorized as an AOR by your organization. Details on these steps are outlined in the Grants.gov 3-Step Registration Guide (see <http://www.grants.gov/section910/Grants.govRegistrationBrochure.pdf>). You also must provide on your application the same D-U-N-S Number used with this registration. Please note that the registration process may take five or more business days to complete, and you must have completed all registration steps to allow you to submit successfully an application via Grants.gov. In addition you will need to update your CCR registration on an annual basis. This may take three or more business days to complete.

- You will not receive additional point value because you submit your application in electronic format, nor will we penalize you if you qualify for an exception to the electronic submission requirement, as described elsewhere in this section, and submit your application in paper format.

- You must submit all documents electronically, including all information you typically provide on the following forms: Application for Federal Assistance (SF 424), the Department of Education Supplemental Information for SF 424, Budget Information--Non-Construction Programs

(ED 524), and all necessary assurances and certifications. Please note that two of these forms--the SF 424 and the Department of Education Supplemental Information for SF 424--have replaced the ED 424 (Application for Federal Education Assistance).

- You must attach any narrative sections of your application as files in a .DOC (document), .RTF (rich text), or .PDF (Portable Document) format. If you upload a file type other than the three file types specified in this paragraph or submit a password-protected file, we will not review that material.

- Your electronic application must comply with any page-limit requirements described in this notice.

- After you electronically submit your application, you will receive from Grants.gov an automatic notification of receipt that contains a Grants.gov tracking number. (This notification indicates receipt by Grants.gov only, not receipt by the Department.) The Department then will retrieve your application from Grants.gov and send a second notification to you by e-mail. This second notification indicates that the Department has received your application and has assigned your application a PR/Award number (an ED-specified identifying number unique to your application).

- We may request that you provide us original signatures on forms at a later date.

Application Deadline Date Extension in Case of Technical Issues with the Grants.gov System: If you are experiencing problems submitting your application through Grants.gov, please contact the Grants.gov Support Desk, toll free, at 1-800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.

If you are prevented from electronically submitting your application on the application deadline date because of technical problems with the Grants.gov system, we will grant you an extension until 4:30:00 p.m., Washington, DC time, the following business day to enable you to transmit your application electronically or by hand delivery. You also may mail your application by following the mailing instructions described elsewhere in this notice.

If you submit an application after 4:30:00 p.m., Washington, DC time, on the application deadline date, please contact the person listed under For Further Information Contact in section VII in this notice and provide an explanation of the technical problem you experienced with Grants.gov, along with the Grants.gov Support Desk Case Number. We will accept your application if we can confirm that a technical problem occurred with

the Grants.gov system and that that problem affected your ability to submit your application by 4:30:00 p.m., Washington, DC time, on the application deadline date. The Department will contact you after a determination is made on whether your application will be accepted.

Note: The extensions to which we refer in this section apply only to the unavailability of, or technical problems with, the Grants.gov system. We will not grant you an extension if you failed to fully register to submit your application to Grants.gov before the application deadline date and time or if the technical problem you experienced is unrelated to the Grants.gov system.

Exception to Electronic Submission Requirement: You qualify for an exception to the electronic submission requirement, and may submit your application in paper format, if you are unable to submit an application through the Grants.gov system because--

- You do not have access to the Internet; or
- You do not have the capacity to upload large documents to the Grants.gov system;

and

- No later than two weeks before the application deadline date (14 calendar days or, if the fourteenth calendar day before the application deadline date falls on

a Federal holiday, the next business day following the Federal holiday), you mail or fax a written statement to the Department, explaining which of the two grounds for an exception prevent you from using the Internet to submit your application.

If you mail your written statement to the Department, it must be postmarked no later than two weeks before the application deadline date. If you fax your written statement to the Department, we must receive the faxed statement no later than two weeks before the application deadline date.

Address and mail or fax your statement to: Sandra H. Brown, U.S. Department of Education, 400 Maryland Avenue, SW., Room 3E116, Lyndon Baines Johnson Building, Washington, D.C. 20202-6400. FAX: (202)205-5870.

Your paper application must be submitted in accordance with the mail or hand delivery instructions described in this notice.

b. Submission of Paper Applications by Mail.

If you qualify for an exception to the electronic submission requirement, you may mail (through the U.S. Postal Service or a commercial carrier) your application to the Department. You must mail the original and two copies of your application, on or before the application deadline

date, to the Department at the applicable following address:

By mail through the U.S. Postal Service:

U.S. Department of Education  
Application Control Center  
Attention: (CFDA Number 84.004D)  
400 Maryland Avenue, SW.  
Washington, DC 20202-4260

or

By mail through a commercial carrier:

U.S. Department of Education  
Application Control Center, Stop 4260  
Attention: (CFDA Number 84.004D)  
7100 Old Landover Road  
Landover, MD 20785-1506

Regardless of which address you use, you must show proof of mailing consisting of one of the following:

- (1) A legibly dated U.S. Postal Service postmark.
- (2) A legible mail receipt with the date of mailing stamped by the U.S. Postal Service.
- (3) A dated shipping label, invoice, or receipt from a commercial carrier.
- (4) Any other proof of mailing acceptable to the Secretary of the U.S. Department of Education.

If you mail your application through the U.S. Postal Service, we do not accept either of the following as proof of mailing:

- (1) A private metered postmark.

(2) A mail receipt that is not dated by the U.S. Postal Service.

If your application is postmarked after the application deadline date, we will not consider your application.

Note: The U.S. Postal Service does not uniformly provide a dated postmark. Before relying on this method, you should check with your local post office.

c. Submission of Paper Applications by Hand Delivery.

If you qualify for an exception to the electronic submission requirement, you (or a courier service) may deliver your paper application to the Department by hand. You must deliver the original and two copies of your application by hand, on or before the application deadline date, to the Department at the following address:

U.S. Department of Education  
Application Control Center  
Attention: (CFDA Number 84.004D)  
550 12th Street, SW.  
Room 7041, Potomac Center Plaza  
Washington, DC 20202-4260

The Application Control Center accepts hand deliveries daily between 8:00 a.m. and 4:30:00 p.m., Washington, DC time, except Saturdays, Sundays, and Federal holidays.

Note for Mail or Hand Delivery of Paper Applications: If you mail or hand deliver your application to the Department--

(1) You must indicate on the envelope and--if not provided by the Department--in Item 11 of the SF 424 the CFDA number, including suffix letter, if any, of the competition under which you are submitting your application; and

(2) The Application Control Center will mail to you a notification of receipt of your grant application. If you do not receive this notification within 15 business days from the application deadline date, you should call the U.S. Department of Education Application Control Center at (202) 245-6288.

#### V. Application Review Information

##### Selection Criteria:

The selection criteria for this program competition are found in 34 CFR 272.30 and are listed in the application package.

The maximum score for all of the selection criteria is 100 points. The maximum score for each criterion is indicated in parenthesis with the criterion. Non-federal peer reviewers will review each application. They will be asked to evaluate and score each program narrative against



the following selection criteria. In this section, the acronym "DAC" stands for the Desegregation Assistance Center, which is the former name of the current Equity Assistance Center (EAC).

The Secretary uses the following criteria to evaluate applications for DAC grants:

(a) Mission and Strategy. (30 points) The Secretary reviews each application to determine the extent to which the applicant understands effective practices for addressing problems in each of the desegregation assistance areas, including the extent to which the applicant:

- (1) Understands the mission of the proposed DAC;
- (2) Is familiar with relevant research, theory, materials, and training models;
- (3) Is familiar with the types of problems that arise in each of the desegregation assistance areas;
- (4) Is familiar with relevant strategies for technical assistance and training; and
- (5) Is familiar with the desegregation needs of responsible governmental agencies in its designated region.

(b) Organizational Capability. (15 points) The Secretary reviews each application to determine the ability of the applicant to sustain a long-term, high-quality, and coherent program of technical assistance and training, including the extent to which the applicant:

(1) Demonstrates the commitment to provide the services of appropriate faculty or staff members from its organization;

(2) Selects project staff with an appropriate mixture of scholarly and practitioner backgrounds; and

(3) Has had past successes in rendering technical assistance and training in the desegregation assistance areas, including collaborating with other individuals and organizations.

(c) Plan of Operation. (25 points) The Secretary reviews each application to determine the quality of the plan of operation for the project, including the extent to which:

(1) The design of the project is of high quality;

(2) The plan of management ensures proper and efficient administration of the project;

(3) The applicant plans to use its resources and personnel effectively to achieve each objective; and

(4) The applicant will ensure that project participants who are otherwise eligible to participate are selected without regard to race, color, national origin, sex, age, or handicapping condition.

(d) Quality of Key Personnel. (15 points)

(1) The Secretary reviews each application to determine the qualifications of the key personnel that the applicant plans to use on the project, including:

(i) The qualifications of the project director;

(ii) The qualifications of the other key personnel to be used in the project;

(iii) The time that each person referred to in paragraphs (d)(1)(i) and (ii) of this section will commit to the project; and

(iv) How the applicant, as part of its nondiscriminatory employment practices, will ensure that its personnel are selected for employment without regard to

race, color, national origin, gender, age, or handicapping condition.

(2) To determine personnel qualifications, under paragraphs (d)(1)(i) and (ii) of this section, the Secretary considers:

(i) Experience and training in fields related to the objectives of the project; and

(ii) Any other qualifications that pertain to the quality of the project.

(e) Budget and Cost Effectiveness. (5 points) The Secretary reviews each application to determine the extent to which:

(1) The budget for the project is adequate to support the project activities; and

(2) Costs are reasonable in relation to the objectives of the project.

(f) Evaluation Plan. (5 points) The Secretary reviews each application to determine the quality of the evaluation plan for the project, including the extent to which the methods of evaluation:

(1) Are appropriate for the project; and

(2) To the extent possible, are objective and produce data that are quantifiable.

(g) Adequacy of Resources. (5 points) The Secretary reviews each application to determine the adequacy of the resources that the applicant plans to devote to the project, including facilities, equipment, and supplies.

(Approved by the Office of Management and Budget under control number 1810-0517)

(Authority: 42 U.S.C. 2000c-2)

## VI. Award Administration Information

1. Award Notices: If your application is successful, we notify your U.S. Representative and U.S. Senators and send you a Grant Award Notice (GAN). We may notify you informally, also.

If your application is not evaluated or not selected for funding, we notify you.

2. Administrative and National Policy Requirements: We identify administrative and national policy requirements in the application package and reference these and other

requirements in the Applicable Regulations section in this notice.

We reference the regulations outlining the terms and conditions of an award in the Applicable Regulations section in this notice and include these and other specific conditions in the GAN. The GAN also incorporates your approved application as part of your binding commitments under the grant.

3. Reporting: At the end of your project period, you must submit a final performance report, including financial information, as directed by the Secretary. If you receive a multi-year award, you must submit an annual performance report that provides the most current performance and financial expenditure information as directed by the Secretary under 34 CFR 75.118. The Secretary may also require more frequent performance reports under 34 CFR 75.720(c). For specific requirements on reporting, please go to

<http://www.ed.gov/fund/grant/apply/appforms/appforms.html>

4. Performance Measures:

The Department has established the following Government Performance and Results Act of 1993 (GPRA) performance measures for the Training and Advisory Services Program (Equity Assistance Centers), adapted from a set of

common measures developed to help assess performance across the Department's technical assistance programs:

Program Goal: To support access and equity in public schools and help school districts solve equity problems in education related to race, gender, and national origin.

Objective 1 of 2: Provide high-quality technical assistance and training to public school districts in addressing equity in education.

Measure 1.1 of 4: The percentage of customers of Equity Assistance Centers that develop, implement, or improve their policies or practices, or both, in eliminating, reducing, or preventing harassment, conflict, and school violence.

Measure 1.2 of 4: The percentage of customers of Equity Assistance Centers that develop, implement, or improve their policies or practices, or both, ensuring that students of different race, sex, and national origin have equitable opportunity for high-quality instruction.

Measure 1.3 of 4: The percentage of customers who report that the products and services they received from the Equity Assistance Centers are of high quality.

Measure 1.4 of 4: The percentage of customers who report that the products and services they received from

the Equity Assistance Centers are of high usefulness to their policies and practices.

All grantees will be expected to submit, as part of their performance report, quantitative data documenting their progress with regard to these performance measures. The Department will provide information to grantees about the client satisfaction survey, which will be used to evaluate progress on these performance measures. The grantees will be expected to cooperate with the administration of the survey.

#### VII. Agency Contact

For Further Information Contact: Sandra H. Brown, U.S. Department of Education, 400 Maryland Avenue, SW., Room 3E116, Lyndon Baines Johnson Building, Washington, DC 20202-6400. Telephone: (202)260-2638 or by e-mail: sandra.brown@ed.gov

If you use a TDD, call the FRS, toll free, at 1-800-877-8339.

#### VIII. Other Information

Alternative Format: Individuals with disabilities can obtain this document and a copy of the application package in an alternative format (e.g., Braille, large print, audiotape, or computer diskette) on request to the program



contact listed under For Further Information Contact in section VII in this notice.

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Dated:

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Kerri L. Briggs  
Assistant Secretary for Elementary and  
Secondary Education